

ADMINISTRATIVE -- INTERNAL USE ONLY

1156/17.
NID # 668-74

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Management and Services
Deputy Director for Operations
Deputy Director for Science and Technology
Deputy to the DCI for the Intelligence
Community
Deputy to the DCI for National Intelligence
Officers
General Counsel
Legislative Counsel
Inspector General
Comptroller

SUBJECT : Nominations of Candidates to be Recommended
During Fiscal Year 1975 for the Following
Public Service Awards:

- (a) Arthur S. Flemming Awards
- (b) William A. Jump Memorial Award
- (c) National Civil Service League
Career Service Awards
- (d) Federal Paperwork Management Awards
- (e) Federal Woman's Award
- (f) Presidential Management Improvement
Award
- (g) Financial Management Improvement
Award
- (h) Horace Hart Award
- (i) Warner W. Stockberger Award

1. Over the years the Agency has participated in various public service awards programs and a pamphlet describing each of the awards listed above with a list of the latest winners is attached. In this connection, it is requested that you study the purpose and criteria of the awards and nominate qualified employees who deserve recognition for their accomplishments.


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2. You may submit more than one name for an award. Please send me your list of nominations on or before 10 May 1974. This Office will then compile a list of all nominations submitted and forward it to the Director for final decision. Actions will be based on your submissions at this time and the Director's approval of nominations. If any of your nominees are approved, your assistance in developing the nominating documents will be requested when the appropriate announcement is received.

3. While we would not ask the Director to endorse a candidate who is not fully qualified and deserving of these awards, I do urge you to screen your employees carefully so that no qualified nominee is overlooked. Recipients of Honor and Merit Awards may also qualify for public recognition.

4. If you require any further information or assistance in identifying eligible nominees, please contact me.


F. W. M. Janney
Director of Personnel

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Att

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OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Deputy to the DCI for National Intelligence Officers		
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ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
Remarks: <div style="text-align: center; font-size: 2em; font-family: cursive;">Doc - pls see me</div> <div style="text-align: right; font-size: 2em; font-family: cursive;">S.</div>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
Director of Personnel			
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